

December 22, 2005  
Addendum No. 2  
To  
**Request for Proposals  
Crisis Network Services  
RFP HTH 501-1**

The Department of Health, Developmental Disabilities Division, Case Management and Information Services Branch, is issuing this addendum to HTH 501-1, Crisis Network Services, for the purposes of:

- ☐ Responding to questions that arose at the orientation meeting of <date> and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- ☒ Amending the RFP.

The proposal submittal deadline:

- ☒ is amended to January 17, 2006.
- ☐ is not amended.

Enclosed is (are):

- ☐ A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- ☒ Amendments to the RFP.

Should you have any questions, contact:

Margery Sheehan  
808-733-9177  
marge.sheehan@doh.hawaii.gov  
3627 Kilauea Avenue, Room 109  
Honolulu, Hawaii 96816

HTH 501-1, Crisis Network Services, is amended as follows:

RFP Notice/Cover Letter, second paragraph:

Proposals shall be mailed and postmarked by the United States Postal Service on or before January 17, 2006, or hand delivered no later than 4:30 p.m., Hawaii Standard Time (HST), on January 17, 2006, at the drop-off site designated on the Proposal Mail-in and Delivery Information Sheet. Proposals postmarked or hand delivered after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement.

Proposal Mail-In and Delivery Info:

## **PROPOSAL MAIL-IN AND DELIVERY INFORMATION SHEET**

<b>NUMBER OF COPIES TO BE SUBMITTED: FIVE</b>
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**ALL MAIL-INS MUST BE POSTMARKED BY UNITED STATES POSTAL SERVICE (USPS)  
NO LATER THAN  
January 17, 2006**

### **All Mail-ins**

Department of Health  
Developmental Disabilities  
Division  
**Case Management and  
Information Services  
Branch**  
3627 Kilauea Avenue,  
Room 109  
Honolulu, Hawaii 96816

**DOH RFP  
COORDINATOR**  
Margery Sheehan

**ALL HAND DELIVERIES WILL BE ACCEPTED AT THE FOLLOWING SITE UNTIL 4:30  
P.M., Hawaii Standard Time (HST) January 17, 2006.**

### **Drop-off Site**

#### **Oahu:**

Department of Health  
3627 Kilauea Avenue, Room 104  
Honolulu, Hawaii 96816

**BE ADVISED:** All mail-ins postmarked by USPS after January 17, 2006, will be rejected.

Hand deliveries will **not** be accepted after **4:30 p.m., HST, January 17, 2006.**

Deliveries by private mail services such as FEDEX shall be considered hand deliveries and will not be accepted if received after **4:30 p.m., HST, January 17, 2006.**

Section 1, Administrative Overview, page 1-2:

#### IV. Procurement Timetable

**Note that the procurement timetable represents the State's best estimated schedule. Contract start dates may be subject to the issuance of a notice to proceed.**

Activity	Scheduled Date
Public notice announcing RFP	11/23/05
Distribution of RFP	11/23/05
RFP orientation session	12/01/05
Closing date for submission of written questions for written responses	12/09/05
State purchasing agency's response to applicants' written questions	12/16/05- 12/20/05
Discussions with applicant prior to proposal submittal deadline (optional)	11/23/05- 11/27/05
Proposal submittal deadline	01/17/06
Discussions with applicant after proposal submittal deadline (optional)	01/17/06- 01/20/06
Final revised proposals (optional)	01/25/06
Proposal evaluation period	01/30/06- 02/03/06
Provider selection	02/06/06- 02/07/06
Notice of statement of findings and decision	02/08/06- 02/10/06
Contract start date	03/01/06